



*We require the following agreements:*

- Client Services Agreements: Required by each practice desiring one or more users on the MedVirginia Solution HIE. Delineates the responsibilities of the group and of MedVirginia. Responsibilities of the group include keeping MedVirginia updated on users within their provider group (who they are, appropriate roles, etc.) and that ensuring that their users follow MedVirginia policies and procedures. It requires that the group get a Terms of Use signed by all users. Included in this agreement are responsibilities of the Client (practice) in the case that they do provider clinical data into Solution, through an interface with Solution or data entry through the clinical documentation module. HIPAA responsibilities are outlined in this agreement and include a BAA. The client identifies a system administrator who is responsible for communicating to the MedVirginia helpdesk of any new or terminated users.
- Terms of Use: A required document by all users, regardless of role. Outlines the user's responsibilities specific to use of data, security of passwords, patient privacy, etc.
- Data Supplier Agreement: Intended for use with large data suppliers such as hospitals and reference labs. It includes all the components that the Client Services Agreement does; in addition, it includes responsibilities around data mapping and testing guidelines, data quality and integrity, system availability of the data feeds, etc.

*All data is Audited:*

- There is identity at the user level, i.e., who has accessed the system, how long they have been on the system, IP address, charts accessed, results viewed.
- A physician has access to clinical data for those patients with whom there is an established relationship (based on the physician's patient list, record of being an attending physician at a facility, or ordering physician for labs or ancillary tests). If these electronic methods of establishing a relationship are not present and the physician still needs access for diagnosis and treatment of a given patient, then the physician can self declare to review that patient's results. That self-declaration is audited fully with the reason and role a physician is establishing for the purpose of viewing the patient chart.

*Access to Virginia System is role based.*

The MedVirginia system administration team sets up the role in the system for all users, in roles designated by the Client as follows. Authentication of each role is based on the following:

- Physician: the Board of Medicine on-line database is queried for validation of licensure. That validation is done on an annual basis of all active physicians on the system.
- Nurse: The Client system administrator is responsible for validating the nursing licensure and communicating that to the MedVirginia Helpdesk.
- Office Manager: The Client System administrator communicates to the MedVirginia Help Desk. This role has access to demographics only.

*Government role:*

- Continuation of establishing national standards, including for authentication
- For NHIN, the implementation and operations of the trust framework for exchanging data with other NHIEs